



Footwear Safety

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Memo To: All Staff

From: Director of Education

ACCESSIBILITY:

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PURPOSE:

The purpose of this Memorandum is to reduce the risk of accidents and injuries to Waterloo Catholic District School Board (WCDSB) employees by mandating the use of appropriate footwear in specific circumstances.

REFERENCES:

- Ontario Health and Safety Act

FORMS:

- N/A

REPORTS:

- N/A

APPENDICES:

- N/A

COMMENTS AND GUIDELINES:

WCDSB employees are required to adhere to the following requirements:

- 1) Employees working in science labs and hospitality classrooms must:
 - Avoid wearing perforated or open-toed shoes
 - Avoid wearing heels
- 2) Employees working in transportation, manufacturing and construction technology classrooms must wear CSA approved footwear with steel toes.
- 3) Employees working in physical education and related athletic activities must wear rubber-soled athletic shoes.
- 4) Educational Assistants and Child and Youth Care Workers must wear closed shoes with no heel.



- 5) Employees working outside in winter weather must wear footwear with a raised pattern on the soles.
- 6) Custodian and maintenance employees must wear CSA approved shoes or boots.

Additional conditions or hazards may exist, as identified by employees or supervisors, that necessitate the use of appropriate footwear in addition to what is specifically indicated in this Memorandum.